

70 – General purpose information technology equipment.

17(i). This is a combined synopsis/solicitation for commercial items prepared in accordance with the format in FAR Subpart 12.6, as supplemented with additional information included in this notice. The United States Patent and Trademark Office (USPTO) intends to establish a manageable number of Blanket Purchase Agreements (BPAs) to fulfill its continuing Information Technology (IT) requirements for computer hardware and software products. The USPTO's requirements for FY 2003 were approximately \$50 million. This announcement constitutes the only solicitation; and a written solicitation will not be issued. See 17(xvi) for instructions for submittal of proposals. 17(ii). The solicitation number is **PROC0400151**. The solicitation is issued as a Request for Quote (RFQ). 17(iii). This solicitation document and incorporated provisions and clauses are those in effect through Federal Acquisition Circular 2001-22. 17(iv). This acquisition is reserved for small businesses. The requirements will be fulfilled using the Simplified Acquisition procedures, Part 13 of the FAR, and the test program authorized in FAR subpart 13.5, to the maximum extent possible. The associated North American Classification System (NAICS) code is **443120**. The small business size standard is 500 employees. The USPTO intends to establish Blanket Purchase Agreements (BPAs) with small businesses including HUBZone and Service-Disabled Veteran-owned businesses. The USPTO reserves the right to compete individual requirements, with the selected HUBZone or Service Disabled Veteran-owned businesses to accomplish its socio-economic goals. 17(v). The initial BPAs will be issued for a period of 2 years, with 3, 1-year option periods to renew. The USPTO reserves the right to cancel any company's BPA for any reason including poor performance and/or if the company's prices are determined to be no longer competitive. In addition, the USPTO may solicit additional companies at any time to replace or increase existing BPAs to fulfill the USPTO's requirements. 17(vi). The Government is seeking a one-stop shopping vehicle, which offers a wide array of computer hardware and software products to include computer hardware, software and licenses, and maintenance that is found under Schedule 70 – General Purpose Commercial Information Technology Equipment, Software, and Services. Examples of items that the USPTO may be procuring are: servers, intel servers, color scanners, mass storage units, fiber channel ports and fabric management software, dual port fibre channel cards, routers and switches, security software, automated tape libraries, data tape cartridges, sniffer software, and virus control software. Currently, the USPTO has an existing contract vehicle under which it procures desktop computer hardware. Items on that vehicle are excluded from these BPAs. The established BPAs will replace most BPAs that are currently registered in the USPTO's Internet Purchasing Application (IPA), IT Product and Services Category. As requirements occur, the USPTO will compete the actions among BPA holders. Exact requirements are not known at this time and there is no guarantee of requirements. Offerors must be authorized dealers or resellers of products that they are offering to the Government. 17(vii). Place of delivery will vary but most deliveries will go to the present USPTO headquarters located in Crystal City, Arlington, VA 22202, or to its new location located in Alexandria, VA. The USPTO is in the process of moving to a new consolidated campus in Alexandria, VA. The delivery location will be specified in each order. 17(viii). The provision at 52.212.1, Instructions to Offeror—Commercial, applies to this acquisition. In addition, Offerors are required to submit (1) Brief capabilities statement not to exceed 10 pages, and (2)

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References from 3 current customers with whose company has had an established relationship for over one year and sales in excess of \$100,000 for the year. Offerors' entire proposal, including catalogs and brochures shall not exceed 20 pages in length. Offeror should address capabilities as it relates to the evaluation factors in the capabilities statement 17(ix). The provision at 52.212.2, Evaluation –Commercial Items, will be used to evaluate offerors for awarding BPAs. The Government intends to award BPAs resulting from this solicitation to the most responsible offerors whose offer conforming to the solicitation will be the most advantageous, representing the best value to the Government, price and other factors considered. The following factors shall be used to evaluate offers: (1) ability to provide a vast array of computer hardware and software products, (2) Past performance, (3) Delivery Terms – ability to meet required delivery schedules, (4) Other factors, and (5) Price. Factors 1 through 4 are of equal importance. Those factors individually and collectively are more important than price. Other factors may include, for example, the amount of maximum discounts offered to the Government, availability of internet products catalog, obtaining quotes on-line, ordering and on-line order tracking, flexible return policies, flexible hours of operation, distribution centers, technology consultants, use of other small businesses as teaming partners, etc. Pricing information provided should include pricing, pricing discounts or volume discounts for similar types of computer equipment. For information purposes only, a sample list of USPTO previously purchased Information Technology products is provided at the USPTO Office of Procurement website (<http://www.uspto.gov/web/offices/ac/comp/proc/itbpareq/itbpahom.htm>). Offerors are required to submit examples of prices, discounts, or volume discounts for similar types of Information Technology products that the company has recently sold to the federal government community. 17(x). Offerors must include a completed copy of the provision at 52.212-3, Offeror Representations and Certifications—Commercial Items, with its offer. 17(xi). The clause at 52.212-4, Contract Terms and Conditions—Commercial Items, applies to this acquisition. 17(xii). The clause at 52.212-5, Contract Terms and Conditions Required to Implement Statutes or Executive Orders—Commercial Items, applies to this acquisition: 52.203-6, Restrictions on Subcontractor Sales to the Government (Jul 1995), with Alternate I, 52.219-6, Notice of Total Small Business Set-Aside (June 2003), 52-219-14, Limitations on Subcontracting (Dec 1996), 52.222-3, Convict Labor (June 2003), 52.222-19, Child Labor-Cooperation with Authorities and Remedies (Jan 2004), 52.222-21, Prohibition of Segregated Facilities (Feb 1999), 52.222-26, Equal Opportunity (Apr 2002), 52.222-35, Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (Dec 2001), 52-222-36, Affirmative Action for Workers with Disabilities (Jun 1998), 52.222-37, Employment Reports on Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans (Dec. 2001), 52.225-1 Buy American Act-Supplies (Jun 2003), 52.232-33, Payment by Electronic Funds Transfer-Central Contractor Registration (Oct 2003). In addition, Section 508 Compliance – In accordance with Section 508, the USPTO requires that all Electronic Information Technology ("EIT"), as that term is defined at FAR 52.101, delivered under the contract comply with the applicable EIT accessibility standards issued by the Architectural and Transportation Barriers Compliance Board set forth at 36 CFR Part 1194. 17(xiii). N/A. 17(xiv) N/A. 17(xv). **See numbered note 1.** 17(xvi). Offerors shall submit three (3) electronic proposals on CD-ROM, with two (2) paper copies of its offer to the U.S. Patent and Trademark Office, Office of Procurement, SOL: PROC0400151, Mail Stop 6, P.O. Box 1450, Alexandria, VA 22313-1450 or if hand-delivered (non-U.S. Postal Service): 2011 Crystal Drive, Suite 806, Arlington, VA 22202, ATTN: Sylvia Van Dyke, Contracting Officer. The

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closing date for receipt of proposals is 1:00 p.m. EST, **May 10, 2004**. 17(xvii). The point of contact for this solicitation is Sylvia Van Dyke at (703) 305-4165 or email: Sylvia.VanDyke@uspto.gov. This solicitation shall not be construed as a commitment of any kind.